

Market Range Detail - Probation Officer Supervisor

Effective Date

December 4, 2006

Market Range Title Description

Positions in this market range are responsible for the supervision and oversight of an Adult or Juvenile Probation Unit including the supervision of probation officers. Primary duties typically include assisting with the development and implementation of policies, procedures, and programs, identifying and advising management on issues, assisting with strategic planning including developing unit's goals and devising strategies to achieve goals and objectives, handling high risk and sensitive probation issues, working with the courts and various law enforcement agencies regarding probation violators, compiling data and preparing reports related to area, and monitoring the unit's budget. Supervisory duties include reviewing assigning, and monitoring the case load of assigned Probation Officers, completing performance plans and evaluations, training, coaching, and counseling staff, interviewing and selecting new staff, and determining unit work assignments and priorities.

Market Range

Minimum Hourly Rate	Midpoint / Hiring Maximum	Maximum Hourly Rate
\$26.43	\$30.99	\$35.54

Likely Minimum Qualifications

- Bachelor's degree from an academically accredited college or university through the Council for Higher Education (CHEA) or the US Department of Education (USDE)
- Must be at least 21 years of age
- 3 years of related correctional/probation experience
- Prior lead and/or supervisory experience preferred.

Working Titles

- Probation Officer Supv

Glossary:

Market Range Title: Broad grouping of related positions with like job responsibilities and qualifications. Market Range Titles typically include positions ranging from entry level to senior/lead level unless indicated otherwise.

Effective date: The date the salary range was implemented for use.

Market Range Title Description: Broad description of sample job duties and responsibilities of positions included in the Market Range Title. Each position included in a Market Range Title also has a job description that is specific to the department. Departments are responsible for writing and maintaining job descriptions for positions in their department. Employee Compensation is responsible for writing and maintaining Market Range Title Descriptions.

Likely Minimum Qualifications: Typical minimum qualifications for positions assigned to the Market Range Title. Because a broad group of jobs in different departments are included in a Market Range Title, minimum and preferred qualifications may vary slightly depending on the area of assignment.

Market Range: The minimum, midpoint, and maximum salary points for all positions included in the Market Range Title.

Hiring Range: The hiring range for all positions is ordinarily the minimum of the market range to the midpoint. The use of a different hiring range must be approved by Employee Compensation. Departments should use a hiring range that is within their funding capabilities and are required to comply with the County's Funded Position Policy ensuring that applicants are extended a rate that is supported by the department's budget.

Working Title: The specific title used by a department to identify a position within their organizational structure. Use of working titles is flexible and aimed to assist departments in identifying the unique functions and responsibilities of each position and is representative of the assigned Market Range Title. Ordinarily, supervisory and/or managerial titles should not be used for positions not assigned to a supervisory and/or manager Market Range Title.